

NSLS Facility-Specific Environment, Safety, and Health (ESH) Briefing

For Food Machine Vendors

NSLS Building Mgr Gerry Van Derlaske: x3476, pager 8222 **EMERGENCIES: Dial x2222 then**
Assistant Bldg. Mgr. Bob Kiss: x4926, pager 5827 **Control Rm (x2550=NSLS, x5350=SDL)**
To page: Dial 3456 (beeps), dial number you want to reach (more beeps) enter your telephone number then hang up and wait for a call back.

I. Emergency Information:

- _____ 1. **Emergency number** is ext. 2222 or 911 (fire, medical emergency, serious injury, ambulance, leaks, and spills). You must dial 344-2222 if using a cellular phone. THEN IMMEDIATELY notify the NSLS Control Room (x2550).
- _____ 2. **Site-wide and Building alarms at BNL**
 - a. **Alert siren:** Continuous sounding of site siren for five (5) minutes. Proceed to NSLS Main Lobby or the Seminar Room ("Indoor Assembly Area") and wait for further instructions.
 - b. **Evacuation siren:** Intermittent sounding of the site siren (pitch rises and falls) for five (5) minutes. Evacuate the BNL site immediately.
 - c. Sirens are tested at noon every Monday.
 - d. **Building Alarm Bells:** Evacuate building immediately and assemble on the NSLS front lawn.
- _____ 3. **Report ANY injuries** immediately to the NSLS Building Manager or to the Staff Services Supervisor. If it is an emergency, dial 2222 then the NSLS Control Room at ext. 2550.
- _____ 4. **Note the locations** of fire alarm pull boxes, nearest exits, phones, and fire extinguishers in your work area.

II. Compliance with Procedures and Regulations

- _____ 1. Obey all environmental, safety and health requirements that apply to your work.
If you have questions about requirements that may affect your specific work, ask your BNL Contact or the NSLS Building Manager.
- _____ 2. Comply with all warning signs posted at the Laboratory, and do not move or disturb signs or postings. Access to certain areas at BNL is limited to individuals who are trained and qualified to be there. Do not enter any areas that are posted with warning signs. For example Radiological Areas are posted with yellow and magenta or yellow and black signs, and there are special requirements that need to be fulfilled to access these areas. If you have any doubt about whether or not you may enter an area, ask your BNL Contact or the NSLS Building Manager.
- _____ 3. All unauthorized disposal or release of oil or hazardous materials is strictly forbidden. Report spills to your BNL Contact. If you witness a spill of material (gasoline, oil, chemicals), **onto soil or into a water stream (including drains)** call 2222 to report the spill immediately.
- _____ 4. Do not prop open any fire doors or access doors to the building.
- _____ 5. Enter Building 725 (NSLS) through the Front Lobby or west roll-up door entrance (doors #F & #5).
- _____ 6. The Food Vendor is restricted to the following activities:
 - Following the corridors to reach the food vending areas in the Front Lobby, Rooms 1-129 and 1-133, and next to room 1-179 (Building Manager's office) and front Lobby
 - Restocking the machines.
 - When finished restocking the machines, following the corridors back to the Front Lobby or the door, and exiting the building.
- _____ 7. Radiation Safety and Controlled Areas at the NSLS:
 - There is no requirement to wear a TLD (radiation dosimeter) while in Building 725 Controlled Areas.
 - Any untrained person who needs to enter a Controlled Area must be logged and signed in at a Visitor/Escort Station by Ruth Comas.
- _____ 8. Report any unsafe conditions or activities to the NSLS Building Manager.

____ **III. Traffic Rules**

1. Speed Limit on site is 30 m.p.h. (except where otherwise posted) and is radar enforced.
2. Pedestrians have right-of-way in marked areas. Cross in marked zones.
3. Vehicles are subject to police inspection.
4. Bicycles must observe all Laboratory traffic rules.
5. Park in designated parking areas. Yellow-painted curbs indicate "no parking" areas.
6. On-site deer population presents a driving hazard.

____ **IV. Individual Responsibility**

1. Wear BNL ID badge on outer clothing at all times. When your BNL work assignment is over, you must return your BNL ID badge to your BNL Contact or the Badging Office.
2. Professional conduct and ethical behavior are expected and required at all times.
3. Prohibited activities include: alcohol consumption, illegal drug use, sexual harassment or any other discrimination. No smoking in any building on site.
4. Do not use a computer or any other BNL equipment unless you are authorized for its use and handling. Inappropriate use of equipment may constitute fraud, waste, or abuse of government property.
5. Access to BNL: You may access the BNL site for the performance of your BNL work assignment only. Accessing the site for any other purpose is prohibited.
6. Report any unsafe conditions to the NSLS Building Manager (x3476) or to your BNL Contact.

Signature conveys that you have read and understand this information, and agree to abide by the these and all other safety rules, procedures and requirements that you may be informed of.

Food Vendor Name (print)	Guest #	Food Vendor Signature	Date

TRAINER NAME (print)

TRAINER SIGNATURE

Date

DESIGNATED TRAINERS: NSLS ESH Coordinator, Safety Officer, Deputy Safety Officer, and Building Manager.

NOTE to Trainer: This NSLS Facility-Specific ESH Briefing is required for all Food Machine Vendors entering the NSLS experimental floor, Building 725, in order to service the food vending machines (i.e. soda, coffee, candy, snacks, etc.)

- As part of this training, BNL Staff Services will assure that each Food Machine Vendor has completed Contractor/Vendor Orientation as well as GERT prior to beginning work at NSLS Building 725.
- Vendor must present this completed form and their BNL ID badge to User Administration, who will encode their ID badge for access to the NSLS experimental floor.

Please forward this signed form to NSLS Training Coordinator at 725D.

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